

## **Town Meeting Coordinating Committee Calendar Subcommittee**

Agenda for Thursday, July 28, 2011, 2:00 pm

First Floor Meeting Room, Town Hall

### **Agenda:**

1. Call to order
2. Review Minutes of 7/7/11 and 7/21/11
3. Review calendar materials received
4. Write/edit paragraphs for calendar cover letter
5. Discuss how calendar should be updated
6. Continue discussion of ways to disseminate calendar to Town Meeting members and the public
7. Decide future assignments
8. Adjourn